

**Colnbrook with Poyle Parish Council**

**Email:**[clerk@colnbrookwithpoyle-pc.gov.uk](mailto:clerk@colnbrookwithpoyle-pc.gov.uk) **Phone: 07939170455 Ref: AB/ASM/CPPC/FPM0920**

**To: Cllrs. Babuta, Bedi, Bennett, Escott, John, Kahlon, Oakley, Rana, Richardson, Small, Smith and Virdi**

**Dear Councillor,**

You are hereby given notice of, and summoned to attend, a meeting of the Parish Council to be held **at Colnbrook Village Hall** on **Thursday 27th May 2021 commencing at 7.30 pm**, when it is proposed to transact the business specified in the following Agenda.

***Due to Government Covid guidance, members of the public who wish to attend this meeting must email:*** [***Chairman@colnbrookwithpoyle-pc.com***](mailto:Chairman@colnbrookwithpoyle-pc.com) ***with their name and email address no later than 24 hours prior to the meeting.***

**Yours sincerely,**

**Cllr Naveed Rana**

**Chair**

**Colnbrook with Poyle Parish Council**

# **Agenda**

1. **Welcome**
2. **Receive and Approve Apologies for Absence**
3. **Declaration of Interests**
4. **Record the Approval of the Minutes of the Annual Statutory Meeting held on 1st September 2020.**
5. **Election of Chair and Acceptance of Office**
6. **Election of Vice Chair and Acceptance of Office**
7. **To consider and approve the following statutory documents: -**

**Code of Conduct/Standing Orders and Finance Regulations/Risk Assessment Documents**

1. **Chairman’s Allowance**
2. **To review the appointment of the Internal Auditor for 2021/2022**
3. **To Appoint members to serve on the following committees:**
   1. **Service Committee**
   2. **Finance & Policy Committee**
4. **To Appoint Representatives on the under-mentioned Bodies:**
   1. **Colnbrook Village Hall Trust**
   2. **Berkshire Association of Local Councils**
   3. **L.A.A.N.C.**
   4. **Local Focus Forum**
   5. **Slough Borough Council Audit & Corporate Governance Committee**
   6. **Local Access Forum**
   7. **Colnbrook Residents Association**
   8. **Neighbourhood Action Group**
   9. **Flood Action Group**
   10. **Richard Goads Charity**
   11. **Colnbrook with Poyle Museum Trust**
   12. **Westfield Community Association**
5. **To Appoint Bank Signatories (If necessary)**
6. **To schedule the dates and times of meetings for the forthcoming Year 2021 - 2022**